

MONTANA FISH, WILDLIFE & PARKS
INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks

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DATE OF ANNOUNCEMENT: Friday, January 11, 2013

APPLICATION DEADLINE: Monday, March 4, 2013 at 5:00 PM (postmarked)

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: Wildlife Conservation Policy Intern **# OF POSITIONS:** 1

LOCATION(S): Based out of Helena, flexible work site

WORK START/END DATES: Flexible, dependent on university semester schedule

HOURS/WEEK: up to 40

TRAINING/ORIENTATION DATES: Flexible, dependent on university semester schedule

COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):

University of Montana rates:

- 1) Those with no experience - ~\$8/hour (Not an option for this internship)
- 2) Those with some experience - ~\$10/hour
- 3) Outstanding crew leaders – up to \$13/hour (Preferred for this internship)

No housing provided. Work station can be in the town where the student currently has housing.

No vehicle provided. Mileage for personal vehicle use will be reimbursed at \$0.55/mile when travel is required.

Phone will be provided as this position will entail significant phone contact with constituents.

Internet service may be reimbursed if not available to the student through university or personal means.

Per diem of \$23/day for any travel days will be provided.

POSITION DESCRIPTION:

This internship involves no traditional field work such as species monitoring. This internship will however provide a student interested in wildlife policy, conservation funding, and constituency support for conservation a unique opportunity to broaden their experience in a way not afforded through the traditional university system.

Day to day work will entail:

Research to compile complete list of all conservation related organizations in Montana.

Research to retrieve up to date contact information for conservation related organizations.

Phone contact to all constituents currently signed on as Teaming with Wildlife members in Montana and those not currently members. Some phone calls may need to be made in the evenings to reach constituents at their home numbers.

Phone contact will include the collection of information about the organizations support of wildlife conservation in Montana through a formal survey. A 'script' and survey will be provided for the intern to use, however conversations may stray from the survey questions. Detailed note taking during these discussions will be required and summaries will need to be provided to the supervisor.

Contact with conservation groups may include discussions related to historical funding sources, the history of conservation, the North American Model, the Public Trust Doctrine, and the current Montana funding and conservation situation. The intern will be expected to be well versed in these topics and prepared to adequately answer basic questions. The intern will be expected to pass along requests for more information to supervisor in situations where they cannot adequately respond to questions. Intern will be expected to exercise good decision making in deciding when a conversation has become too complicated or in some cases too heated to continue. The intern will be expected to steer and limit conversations to the topic at hand eliminating any debate around controversial state management topics, e.g., wolf management.

A final report of all information collected will be required and due before the negotiated end date of the position. The final report must include: raw survey data, summary of survey data, narrative of overall impressions from speaking with diverse constituents, summaries of any conversations that strayed from the basic survey questions. An 'exit interview' between the intern and supervisor will be required to review the final report.

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION: UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

Intern must demonstrate a strong work ethic and initiative. Day to day work may be unsupervised and therefore, the student must be reliable, honest and hard working. Good communication skills are a must as the work entails contact with a diversity of wildlife conservation constituents across the state. Respectful communication in all conversations will be required.

Detailed record keeping and note taking will be required to ensure all survey answers are recorded correctly and conversations are summarized accurately.

This internship will require a dedicated, mature student who believes in the purpose behind the project and who won't become bored with this sort of desk work.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):

University transcripts.

Resume.

Essay about the history of wildlife management and conservation funding, to include discussion of constituents involved in wildlife conservation historically and today. (2 page maximum)

2 resumes from professionals in the field of wildlife conservation or management.

